

**Welcome Public**

Mayor Gutheil then asks all to stand for the Pledge of Allegiance

PUBLIC MEETING

7:00 PM

MAY 20, 2020

MAYOR HARRY G. GUTHEIL JR. PRESIDING

Minutes

**Attendance:**

Mayor Gutheil	Attorney Bartkowski
Trustee Bodkin	Highway Maintenance Supervisor Chagnon
Trustee Carota	Clerk Treasurer Kelleher
Trustee Girard	
Trustee Orlow	

**Public Forum**

1. Approve minutes from May 6, 2020  
Mayor Gutheil said the motion on item #7 to hire Matt Secor will be discussed later.

Motion by Trustee Orlow to approve the minutes for May 6, 2020. Seconded by Trustee Bodkin. All were in favor. None opposed. Motion carried.

2. Set Future Meetings  
Mayor Gutheil said we will have to have a reopening plan and will talk about this later.

3. Transfers  
Transfer \$371.99 from A1325.100 CT Personal Services to A1325.409 CT Computer Support  
Transfer \$789.00 from A1930.404 Judgement & Claims to A1910.400 Unallocated Insurance  
Transfer \$52.79 from A3120.415 PD Ammunition Supplies to A3120.402 PD C.E. Training  
Transfer \$148.99 from A3120.415 PD Ammunition Sup. to A3120.408 PD C.E. Office Supplies  
Transfer \$2,089.69 from A1990.400 Contingency to A8020.400 Planning Board Contractual  
Transfer \$1,066.68 from G1380.400 Village Engineer C.E. to G8110.100 Sewer P.S. Admin  
Transfer \$4.80 from G1380.400 Village Engineer CE to G8110.409 Sewer Computer Support  
Transfer \$28.22 from G1380.400 Village Engineer CE to G8110.800 FICA/Med

Motion by Trustee Girard to approve these 8 transfers. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

4. Approve Bills

Mayor Gutheil reviewed the bills before the warrant was done. He did talk to Jim Martin about the invoice that is included in the warrant.

Motion by Trustee Bodkin to approve bills as audited. Seconded by Trustee Orlow. All were in favor. Trustee Girard abstained. None opposed. Motion carried.

5. April Financial Statements

Will add this item to the agenda for the next meeting.

6. Supplemental Certificate Water Project

Mayor Gutheil said he has nothing to add. He still needs to have a discussion with the engineer.

7. Tax Warrant

Mayor Gutheil said he reviewed the warrant and it matches the budget.

Motion by Trustee Girard to approve the tax warrant in the amount of \$1,509,954.71.

Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

8. Confined Space Training

T.J. Chagnon put an email out today with the estimates to get this training done. CSEA has confirmed the Village is at the top of their list but he cannot get a firm date when.

Adirondack Health and Safety in Glens Falls do can do the training for all staff at the same time right in the garage with chairs spaced out 6 feet apart. Cost for this training is \$850. This would come out of A1640.410.

Motion by Trustee Girard to authorize moving forward with the confined space training.

Seconded by Trustee Bodkin. All were in favor. None opposed. Motion carried.

9. NYS Updated Building Codes

Motion by Trustee Girard to authorize Mayor Gutheil to purchase the new building code books. Seconded by Trustee Bodkin. All were in favor. None opposed. Motion carried.

10. Police Station Roof

Mayor Gutheil asked if the Buildings and Grounds Committee had a report on this. They did not so he requested they discuss it and report back to the Board.

11. Capital Budget

Mayor Gutheil reported that the numbers are strictly budget numbers. This is a target budget that can be amended if need be. It identifies the projects and the funding.

Trustee Girard explained the proposed Village capital budget.

Water Project = 60% Grant

	<u>Village Capital Budget</u>
WIIA Grant \$1,620,000	\$1,620,000
CDBG Grant \$919,560	\$919,560
DWSRL Loan <u>\$1,080,000</u>	\$290,838 Capital Reserve
<b>Total \$3,619,560</b>	<u>\$789,162</u> Fund Balance
	<b>Total \$3,619,560</b>

Sewer Project = 25% Grant

	<u>Village Capital Budget</u>
WIIA Grant \$492,500	\$492,500
CWSRF Loan (0%) <u>\$1,470,000</u>	\$1,369,625 CWSRF loan
<b>Total \$1,962,500</b>	<u>\$100,375</u> Capital Reserve
	<b>Total \$1,962,500</b>

Trustee Bodkin would like to see this in writing. Will add to the agenda for the next meeting.

12. Sewer Improvement Bid Results

Robert Flores reported the bid on the sewer improvement project. Village received 2 bids and a 3<sup>rd</sup> one which was late and was returned unopened.

The low bidder was KPI at \$963,900 (sewer lining contractor)

2<sup>nd</sup> Bidder was Rifenburg at \$1,355,115 (highway contractor)

There were 3 bid alternates that total \$71,800.

The 8" sewer pipes are in 8 areas and are being considered for force work. This decision has to be made before a recommendation to the Board from Delaware Engineering on the bid award. T.J. Chagnon believes his guys can do this work.

Mayor Gutheil would like to know what the actual costs would be. Would they just be doing the patches or pave the whole street? He recommends the Highway committee meet with T.J. Chagnon and himself to review.

Mayor Gutheil does not feel comfortable only receiving 2 bids. The last estimate received from the engineer was \$875,650. He questioned if they should rebid.

Trustee Bodkin said if they apply the force work then that takes it down to \$892,100.

Trustee Girard asked when they were going out to bid for the Pump Station and the Wilson and Haviland projects. Robert Flores said he is waiting for authorization from the Board to go out to bid. He said they are not ready to go out to bid on the PFOA project.

Trustee Girard asked what is holding this up. Robert Flores said decisions need to be made for the location of the carbon filters.

T.J. Chagnon reported he received a pre-estimate from National Grid to move the wires. This cost adds \$15,000 to the project. T.J. Chagnon emailed them and has a work order in now. This work is eligible to be covered under the grant.

Trustee Bodkin looked around the site and said if they can get the wires out of the way and move the buildings then this would be a good location.

Robert Flores said we could put the ad in the paper next week for the pump station bid. Binding and asphalt are unit prices so you only get paid if you do the work.

T.J. Chagnon spoke to Paul Joseph and has confirmed he will help.

Mayor Gutheil asked T.J. Chagnon to work up some numbers. If DPW could do the binding, asphalt and repairs noted earlier then we can still make this bid work.

Robert Flores compared the engineers estimate to the bidders by line item.

T.J. Chagnon recommended closing down the streets as a way to save money.

Robert Flores said we can hold these bids until you have the results of the pump station bid.

Susan Bartkowski can draw up an extension to hold the bid longer for KPI.

T.J. Chagnon said there is approximately 5,650 additional feet of CCTV for deep sewer lines.

Mayor Gutheil said some discussion needs to happen and they will have to call a special meeting to take action on this item.

Attorney Bartkowski said they may possibly have to change village code for copper piping verses other alternative like PEX or HDPE.

Robert Flores said this will address building code but the building code does apply to the water service that's in the ground.

The Haviland and Wilson project is part of the water project side of funding. The CDBG can only be spent on Haviland and Wilson.

WIIA money should be used for the tanks and the carbon filters. The rest of the grant and the loan match is the money available for the PFO treatment.

Trustee Girard said there is a lot of work that needs to be done before the next meeting.

### 13. PD Computers

Mayor Gutheil said they are trying to get these out of this year's budget and asked Trustee Bodkin to give a report.

Trustee Bodkin said the Patrol PC computers came highly recommended and he met with Chief Judd to discuss these computers. Their estimate is for \$11,781.54.

The second quote was from BMS for \$13,156.76. The original quote received from StoredTech was for laptop computers and not the same type of computers used in police cars. This quote was just shy of \$5,000. Trustee Bodkin recommends going with Patrol PC.

Motion by Trustee Bodkin to purchase 2 computers and all accessories quoted from Patrol PC for a total of \$11,781.54. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

14. WIIA Water Project

15. WIIA Sewer Project

16. CDBG Project

17. Trustee Reports

Trustee Bodkin said he was looking at the well for the new system and he wants to make sure how much water they are actually supplementing. He suggests purchasing a meter for that well. Two engineers were with him at the time and also agree this is a good idea. The Board agrees this is a good idea. T.J. Chagnon will get a price on a meter.

Trustee Bodkin reported that the Planning Board is trying to coordinate a plan to meet virtually. Currently they are looking at the first couple of weeks of June to schedule this meeting.

Trustee Bodkin asked if all the boxes and papers in the back hallway can be removed. It is a hazard. Trustee Girard said this has been there for a year and suggested throwing this away and the same with the old copier.

18. Mayors Report

Announcement if anyone has interest May 25 – 27<sup>th</sup> a 3 part series on the history channel and part of it is on Grants Cottage.

Mayor Gutheil received a letter today with a request to take a couple of trees down on the corner of 5<sup>th</sup> and Spring Street. He asked that the Tree Committee go out and take a look at them and make a recommendation.

Mayor Gutheil received a request from Chief Judd to purchase a new laptop.

Motion by Trustee Girard to approve purchasing this computer. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

Mayor Gutheil reported he received a letter from Leah Cronin that the assessment has been changed on 3 Village parcels.

T.J. Chagnon requested the Village open an account with Haun. He received a quote for the chlorine gas and would save about \$50 per cylinder and they use about 15 per year.

Motion by Trustee Girard to authorize Mayor Gutheil to complete an application to open an account with Haun. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

Mortgage tax payment came in and we are very close to budget.

Mayor Gutheil spoke on reopening of New York and said the Capital Region is now open. He asked the Board when are they going to call the staff back.

There was a discussion about an employee certification sheet that Attorney Bartkowski drew up. Attorney Bartkowski said everyone is required to complete a written plan but this does not need to be done prior to opening.

Mayor Gutheil said he is not sure they are ready to open. Attorney Bartkowski understands that Governments are in Phase 1 and government offices should be open today.

Mayor Gutheil asked for help from the Personnel Committee to come up with a plan to reopen. Attorney Bartkowski offered to work with Trustee Carota on this.

Trustee Girard said that Public Works staff can all come back today. He also said that Phase 2 is when the office staff can come back. Attorney Bartkowski said that is on June 2<sup>nd</sup>.

Motion by Trustee Orlow at 8:46 pm to enter Executive Session to discuss a plan on how to deal with someone's health with the virus, a particular unnamed person(s) employment history and CSEA negotiations. Seconded by Trustee Carota. All were in favor. None opposed. Motion carried. Motion withdrawn.

Motion by Trustee Orlow to authorize Mayor Gutheil to sign the Ms4 report. Seconded by Trustee Carota. All were in favor. None opposed. Motion carried.

Motion by Trustee Orlow at 8:47 pm to enter Executive Session to discuss a plan on how to deal with someone's health with regards to the virus, a particular unnamed person(s) employment history and CSEA negotiations. Seconded by Trustee Carota. All were in favor. None opposed. Motion carried.

Motion by Trustee Girard at 9:32 pm to end Executive Session and reopen regular meeting. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

**Executive Session** – No action taken.

Motion by Trustee Girard to rescind the employment offer made by the Board at the previous meeting. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

Motion by Trustee Girard at 9:35 pm to adjourn the meeting. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

Meeting adjourned at 9:35 pm.